

Borough of Washington, Warren County, New Jersey
Recreation Committee Minutes
September 24, 2008

Call to Order

The regularly scheduled meeting of the Washington Borough Recreation Committee was called to order on Wednesday, September 24th, by Councilman Dave Higgins, at 7:35 p.m. Also in attendance were committee members Rebecca Copenhaver, Candy DeFillippis, Rick Feldman, Erica Kilkinney, Beth Uporsky and Adam Zimmer.

Introductions

Councilman Higgins took the role call and gave a brief introduction, stating he will be attending the meeting tonight in place of Councilman Turner. Rick Feldman questioned why the Park Director was not in attendance. Councilman Higgins stated that per Councilman Turner's memo to council, this would be an organizational meeting and the Park Director was asked not to be in attendance; there was no objection from council. Councilman Higgins assured the committee that the Park Director would be in attendance at the next meeting. The committee discussed the meeting reminder cards prepared by Councilman Turner and decided not to use them. Ann Kilduff will e-mail everyone two weeks in advance to remind them of the meeting.

Councilman Higgins stated that beginning with the next meeting, the elected secretary will begin taking meeting minutes. Candy DeFillippis stated that the former commission was told by both Councilman Turner and Mayor VanDeursen at the February council meeting that Ann Kilduff's job would not change. Candy would like Ann at the meetings to take the minutes. Councilman Higgins will check the council meeting minutes.

Councilman Higgins noted the Committee was established earlier this year to have a Director, rather than the Commission, responsible for the Recreation Department. Both council and the committee have not been following the ordinance. Council had not appointed a liaison until recently and the committee had not elected their officers. These will both be corrected by the end of this meeting.

Nominations for Officers

Rebecca Copenhaver questioned the responsibilities of each elected officer. Councilman Higgins stated the chairperson will work directly with the Park Director. The person in this position will run the meetings, set the agenda and be on the redevelopment committee. The vice-chairperson will take over for the chairperson in the event they are unavailable. The secretary will take the meeting minutes. Councilman Higgins reminded the committee he will look into this.

Councilman Higgins opened the nominations for chairperson. Adam Zimmer nominated Rick Feldman. A motion to close nominations was made by Candy DeFillippis, seconded by Adam Zimmer. All were in favor of Rick Feldman being elected as chairperson. There were no members who opposed or abstained.

Councilman Higgins opened the nominations for vice-chairperson. Rick Feldman nominated Adam Zimmer. A motion to close nominations was made by Rick Feldman, seconded by Candy DeFillippis. All were in favor of Adam Zimmer being elected as vice-chairperson. There were no members who opposed or abstained.

Councilman Higgins opened the nominations for secretary. Candy DeFillippis was nominated by Rick Feldman, seconded by Adam Zimmer. A motion to close the nominations was made by Rick Feldman, seconded by Adam Zimmer. All were in favor of Candy DeFillippis being elected as secretary. There were no members who opposed or abstained.

Councilman Higgins turned the meeting over to Rick Feldman.

New Business

Where Do We Go From Here?

Rick stated items were brought up at prior meetings that the committee has never received answers for including budget information, program information, dollars for programs and general information regarding the department. He would like to see these made available to the committee. Rick would also like to see the Recreation Director's job responsibilities. He feels these issues need to be resolved before the committee can move forward.

Beth asked for a list of the open questions. Rick stated he will review his notes and put them together for the next meeting. He stated he would like the Park Director present at the October meeting. Beth suggested giving the open issues to the Boro Manager, Park Director and committee beforehand so everyone is prepared to have an efficient next meeting. Councilman Higgins reminded the committee the duty of the committee is to offer advice and he read from the ordinance. He stated questions should be centered around that.

Councilman Higgins recommended a monthly account balance, revenue and expenditures be submitted and that perhaps the recreation budget could be submitted later due to the committee starting late. Beth asked for historical budget information. Rick stated that in the past the budget was approximately \$220,000 which was made up of a Boro contribution of \$82,500, the trust fund, and revenue from activities. Now the budget will be made up from the Boro contribution and anticipated revenue. The Boro will need to make up the difference if the anticipated revenue is not met.

Adam would like the baseball field on the agenda for the next meeting. He would like to have a men's adult baseball team in the Boro next year. Candy would like the use of the pavilion and its fee discussed at the next meeting.

Trust Accounts

This was tabled until a future meeting when Councilman Turner is present.

Sports Liaisons

Dawn Higgins stated she will be the liaison for both the Holiday House Decorating Contest and Grand Illumination again this year. Beth volunteered to be the liaison for girls softball and Candy will be in charge of the egg hunt again next year. Other liaisons will be discussed at the next meeting.

Remarks

Councilman Higgins stated he was pleased with the meeting. He reminded the committee members to respect each other's views and that they need to regularly attend the meetings in order for the committee to be productive.

Ann Kilduff asked her responsibilities to the committee. Councilman Higgins asked her to provide the Park Director and Boro Manager with a copy of the meeting minutes; however, the committee agreed

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the minutes would not be distributed until they were approved at the following meeting. Ann will provide the minutes to the committee members two weeks before the meeting for review.

Beth Uporsky felt it would be nice for each member to introduce themselves to get to know each other better. Each member spoke briefly about themselves.

Rick Feldman recommended having meeting two times per month instead of one. This will be discussed at the next meeting.

Audience Questions

Dawn Higgins questioned how the committee will be proceeding with the upcoming holiday programs. Rick stated this will be discussed at the next meeting when the Park Director is in attendance.

Adjournment

A motion to adjourn was made at 8:45 p.m. by Adam Zimmer, seconded by Beth Uporsky.

Respectfully submitted by Ann Kilduff